

ALVINE SAMUEL

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I am an enthusiastic individual, who is passion-driven and dedicated who always strives for the best. I have the ability to work independently as well as with others to accomplish a common goal. I am a self-motivated person with strong interpersonal and accurate skills.

PERSONAL DETAILS

ID NUMBER	89012700191
Gender	Female
Language(s)	English (Speak, Read and Write) Otjiherero (Speak, Read and Write) Oshiwambo (Speak, Read and Write) Afrikaans (Fair)

EXPERIENCE

01 MARCH 2019 – TO DATE

FOUNDER & DIRECTOR, SAMUEL AND COMPANY LEGAL PRACTITIONERS

Drafting of deeds and documents · Attending to the lodgments and Registration of deeds at the Deeds Office · Attending to deeds searches and dealing with the office of the Surveyor General · Attending to applications for the proclamation of towns with the Ministry of Urban and Rural Development · Attending to providing legal advice on matters of land, sales and registration thereof · Administration of Deceased Estates and Insolvencies · Company secretarial work · Due diligences · Insolvencies · Litigation in civil, criminal and labour matters · Administration of Trust(s)

01 SEPTEMBER 2018 – 22 FEBRUARY 2019

DIRECTOR, KAMUHANGA HOVEKA SAMUEL INCORPORATED

General office management · Drafting of deeds and documents · Attending to the lodgments and Registration of deeds at the Deeds Office · Deeds searches and dealing with the office of the Surveyor General in re searches · Attending to application for the proclamation of towns with the Ministry of Urban and Rural Development · Attending to providing legal advice on matters of land, sales and registration thereof · Administration of deceased estates and insolvencies.

21 SEPTEMBER 2015 – AUGUST 2018

ATTORNEY, SAMUEL LEGAL PRACTITIONERS

Client Consultations · Dealing with litigious and non-litigious matters · Attending/ appearing in court · Divorce matters · Drafting agreements · Administration of deceased estates · Drafting pleadings · Drafting Trust Deeds and registering Trusts · Registration of Trusts · Legal Research · Drafting Wills and Testaments · Providing legal advice · Criminal matters · Insolvency matters · Providing advice on Immovable Property.

15 JULY 2014 – 31 AUGUST 2015

MANAGING TRUSTEE, TIPARA TRUST

Consulting with clients • Administration of deceased estates • Registration of trusts • Commercial and Corporate agreements • Liquor License applications • Real Estates Sales and Marketing • Property project co-ordination • Property management • Providing general Property advice.

SEPTEMBER 2014 – DECEMBER 2014

AGENT, BRUNA PROPERTIES AND CONSULTING CC

Real Estate Sales and Marketing • Residential and Commercial Rental • Property Project Co-Ordination • Property Management • General Property Legal Advice.

19 AUGUST 2013 – 15 JULY 2014

LEGAL CONSULTANT, TRUSTCO GROUP INTERNATIONAL

Consulting with clients • Assessing claims • Conducting legal research • Providing legal advice • Drafting wills and testaments.

01 FEBRUARY 2013 – 18 AUGUST 2013

CANDIDATE ATTORNEY, CRONJE & CO.

Consulting with clients • Dealing with litigious and non-litigious matters • Debt Collection • Providing Legal Advice • Conducting legal research and case analysis • Providing assistance to senior partners • Administration of estates • Drafting pleadings • Drafting contracts.

02 MAY 2012 – NOVEMBER 2012

CANDIDATE ATTORNEY, DU PLESSIS, CRONJÉ & ROUX ATTORNEYS INC.

Consulting with clients • Dealing with litigious and non-litigious matters • Debt Collection • Providing Legal Advice • Conducting legal research and case analysis • Providing assistance to senior partners • Administration of estates • Drafting pleadings • Drafting contracts.

19 JULY 2011 – AUGUST 2013

LEGAL OFFICER, MASTER OF THE HIGH COURT: MINISTRY OF JUSTICE

Supervision of The Administration of Deceased Estates • Legal Research • Trusts Registration • Insolvencies • Curatorship • Appointment Of Executors And Estate Representatives.

EDUCATION

2018

Tax Law Certificate, UNIVERSITY OF CAPE TOWN

2014 – 2015

Certificate in Insolvency Litigation, UNIVERSITY OF PRETORIA

2014

Certificate of Theoretical Studies, UNIVERSITY OF PRETORIA

2012 – 2013

Certificate for Practical Legal Studies, JUSTICE TRAINING CENTRE

2010 – 2011

Bachelor of Laws (LLB), UNIVERSITY OF NAMIBIA

Dissertation for LLB: Social Economic rights, a right or a Privilege

2007 – 2009

Baccalaureus Juris (B. Juris), UNIVERSITY OF NAMIBIA

2002 – 2006

School Certificate (H)IGSE, OSHIGAMBO HIGH SCHOOL

PROFESSIONAL DESIGNATIONS

2017

Admission as a Conveyancer, in terms of the Legal Practitioners Act 15 of 1995

2017

Admission as a Notary Public, in terms of the Legal Practitioners Act 15 of 1995

2015

Admission as a Legal Practitioner, in terms of the Legal Practitioners Act 15 of 1995

LEADERSHIP POSITIONS HELD

Trustee: Tjamuaha Testamentary Trust	2021
Trustee: IAM Foundation	2019
Secretary General: Etameko Cycling Club	2019
Executive Committee Member: Namibian Women Lawyers Association	2016 to date
Fees & Guideline Committee Member: Law Society of Namibia	2017 & 2018

REFERENCES

Mrs Johanna Salionga
Deputy Master
Master of the high court
061-304 901

Johannes Christiaan Cronjé
Cronjé & Co Legal Practitioners
Attorney
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